

Date: August 08, 2018

Municipal Commissioner's Circular No. ⁵³..... of 2018-19

Sub.: Payment of salary to the KMC employees through E-pradan (e-Payment) under IFMS module of the Government of West Bengal.

It has been resolved by the Kolkata Municipal Corporation in its meeting dated 26.07.2018 that the payment of salary to the KMC employees will henceforth be made online by direct credit to their individual bank accounts through e-Pradan (e-Payment) module under IFMS of the Government of West Bengal.

For successful implementation of the System, all Heads of Offices/ Departments of the KMC are requested to pay their sincere attentions to the respective provisions as made hereunder for compliance -

1. The payment of salary to the KMC employees for a salary-month will be made on 1st working day of next calendar month.
2. As the contribution of the KMC towards salary of its employees for a salary-month will have to be credited to the Local Fund by 25th of the particular month, therefore, the departments/ offices of the KMC must finalize their respective salary bills within 15th of the every month. Adjustments to salary (in case of short/ excess payment in previous months), if any, is to be made in the following month.
3. No change in bank details, except the case of merger of banks/ branches of a bank, for payment of monthly salary to the KMC employees will be allowed until further order.
4. In the event of merger of banks/ branch of a bank, the documentary evidences being it certified by the concerned bank authority are to be produced before the S.R.&A. Cell for necessary updation.
5. The records relating to bank account details for payment of KMC salary, PAN and contact number will be preserved in the respective personal file of an employee.
6. The Information & Technology Department, KMC, will take all appropriate actions towards technical up-gradation for switching over to the IFMS module for payment of salary to the KMC employees.

This is for strict compliance.


Municipal Commissioner

Copy to:

1. OSD to Hon'ble Mayor
2. P.A. to Mpl. Commissioner
3. P.A. to Spl. Mpl. Commissioner (Rev. & Supply)
4. P.A. to Spl. Mpl. Commissioner (Gen. & Dev.)
5. Municipal Secretary
6. P.A. to C.M.F.&A.
7. All Controlling Officers
8. All HoDs/ Offices